



2008-2009

STUDENT-ATHLETE HANDBOOK

California State University San Marcos
333 S. Twin Oaks Valley Road
San Marcos, California 92096

President:	Dr. Karen S. Haynes
Athletic Director:	Dr. Steve Nichols
Associate Director of Athletics For Development:	Jennifer Milo
Assistant Athletic Director:	Debbie Dale
Faculty Athletics Rep:	Dr. Ben Cherry
Athletics Coordinator:	Todd Snedden
Athletic Department Phone:	760-750-7100

Table of Contents

Mission, Vision & Values of Cal State San Marcos	3
Mission of Intercollegiate Athletic Programs	4
Your Cougars Academic Support Team	5
Important Contact Information.	6
Campus Academic Support Contact Information.	8
Your C.A.S.T. Program Components	9
Compliance and Eligibility	11
Athletic Trainers/Athletic Injuries.	13
Campus Policies and Student Code of Conduct.	14
Athletic Department Policies.	15
Top 10 Tips for Academic Success	18
Supplemental Instruction.	18
Mentoring.	19
Tutoring.	19
Student Responsibilities.	20
Scholar-Athletes.	21
Academic Calendar.	22
Student-Athlete Grade Log.	23
Reading Schedule.	24
Student-Athlete Tutoring Log.	25
Student-Athlete Educational Plan	26

CAL STATE UNIVERSITY SAN MARCOS

MISSION, VISION & VALUES

Mission

California State University San Marcos focuses on the student as an active participant in the learning process. Students work closely with a faculty of active scholars and artists whose commitment to sustained excellence in teaching, research, and community partnership enhances student learning. The university offers rigorous undergraduate and graduate programs distinguished by exemplary teaching, innovative curricula, and the application of new technologies. CSUSM provides a range of services that responds to the needs of a student body with diverse backgrounds, expanding student access to an excellent and affordable education. As a public university, CSUSM grounds its mission in the public trust, alignment with regional needs, and sustained enrichment of the intellectual, civic, economic, and cultural life of our region and state.

Vision

In its second decade, California State University San Marcos will become a distinctive public university known for academic excellence, service to the community, and improving learning through creative uses of technology. In its teaching and student services, CSUSM will combine the academic strengths of a large university with the close personal interactions characteristic of smaller institutions. Our curriculum will build upon its strong foundation in the liberal arts and sciences to increase student achievement of the knowledge, skills, and competencies needed in a global society experiencing accelerated technological, social, and environmental change. Students also will select from a growing array of specialized programs responsive to state and regional needs. All members of the campus will work to provide an environment that supports the work of students and faculty. CSUSM will celebrate and capitalize on its diversity to form a learning community committed to this shared vision.

Values

California State University San Marcos is an academic community dedicated to the values of:

Intellectual Engagement: learning, teaching, discovery, and application of knowledge

Community: shared commitments to service, teamwork, and partnership

Integrity: respect, honesty, trust, fairness, academic freedom, and responsibility

Innovation: creativity, openness to change, flexibility, responsiveness, and future focus

Inclusiveness: individual and cultural diversity, and multiple perspectives



THE MISSION OF OUR INTERCOLLEGIATE ATHLETIC PROGRAMS

Student emphasis— to emphasize the *student* component of student-athlete, seeking not only successful teams for the university but also 100% graduation rates of its team members.

Lifetime sports—to develop athletic programs in lifelong sports that students can take with them after graduation, providing benefits throughout a lifetime.

Academic enrichment—to augment the academic programs of the university with experiential learning that takes place through sports, striving to develop confidence, discipline, perseverance, and teamwork in student-athletes.

Student recruitment—to enhance the effectiveness of student recruitment, blending the appeal of quality athletic programs with the appeal of quality academic programs for the benefit and enrichment of the whole university community.

Community linkages—to establish new linkages and strengthen existing linkages with all members of the surrounding communities.

YOUR C.A.S.T. (COUGAR ACADEMIC SUPPORT TEAM)

It is my pleasure to serve you as the Athletics Coordinator. I have been hired to further develop the Academic Support Services for you that Debbie Dale, our current Assistant Athletic Director, started back in August of 1999. I look forward to providing you with information on our campus and its resources in order to maximize your educational experience.

Student-athletes at Cal State University San Marcos have a reputation of being solid STUDENT-athletes. As a Cougar, I believe your C.A.S.T will assist you in the development of skills for academic success, interpersonal growth, and lifelong learning. Our administration, faculty, coaching staff, and academic support team are committed to assisting you in achieving your educational, personal and vocational goals. You will have many demands placed on your time such as completing your homework, studying for exams, practice, competition and travel. As your Athletics Coordinator, I am here to provide you with the tools necessary for success in each of these areas. I want you to be a winner in the classroom and on the field of competition.

I am very excited that your C.A.S.T is available for you. On behalf of our University and our athletic department: WELCOME to CAL STATE UNIVERISTY SAN MARCOS. We look forward to many outstanding achievements from you both academically and athletically.

Sincerely,

Todd Snedden
Your Athletics Coordinator

IMPORTANT CONTACT INFORMATION

(Some department locations and contact information may change. Always check www.csusm.edu for the most up-to-date information)

Emergency Information

Public Safety/Campus Police 750-4567
Emergencies 9-1-1
Escort Service 750-4567

Campus Information

Switchboard/Operator	750-4000	
Admissions	750-4848	Craven 3700
Cashiers	750-4491	Craven 3800
Enrollment Services	750-4810	Craven 3700
Student Life and Leadership:	750-4970	Craven 3400 www.csusm.edu/SLL
Career Center	750-4900	Craven 1400 www.csusm.edu/Careers
Disabled Student Services	750-4905	Craven 5205 www.csusm.edu/dss/
EOP	750-4861	Craven 5100
Financial Aid/Scholarships	750-4850	Craven 3700 www.csusm.edu/finaid
Student Financial Services	750-4491	Craven 3800
Student Health Services	750-4915	SMACC
120 Craven Road, Suite 100		
Student Counseling Services	750-4910	SMACC www.csusm.edu/shs
Housing (SLL)	750-4970	Craven 3400 www.csusm.edu/SLL
Library	750-4340	Kellogg Lib http://library.csusm.edu
Parking	750-7500	FCB 5107 www.csusm.edu/parking
Photo ID Cards	750-4370	Kellogg Lib
Registrar	750-4824	Craven 3700

Athletic Department Information: Clarke Field house, Suite K

<i>Office of Athletics main line</i>	750-7100	
<i>Athletic Director</i>		
Dr. Steve Nichols	750-7100	snichols@csusm.edu
<i>Assoc. AD for Development:</i>		
Jennifer Milo	750-7108	jmilo@csusm.edu
<i>Asst. Athletic Director:</i>		
Debbie Dale	750-7102	ddale@csusm.edu
<i>Faculty Athletics Rep:</i>		
Dr. Ben Cherry	750-4217	bcherry@csusm.edu
<i>Athletics Coordinator:</i>		
Todd Snedden	750-7109	tsnedden@csusm.edu
<i>Athletic Admissions</i>		
Kitty Lucero-Egger		klucero@csumsm.edu
<i>Admissions Compliance Officer</i>		
Vicki Hernandez		vhernand@csusm.edu
<i>Student Assistant/Receptionist</i>		
	750-7100	

Athletic Department Information (Continued)

Head Coaches:

Baseball:

Dennis Pugh 750-7104 dpugh@csusm.edu

Cross Country:

Steve Scott 750-7105 sscott@csusm.edu

Men's Golf:

Fred Hanover 750-7110 fhanover@csusm.edu

Women's Golf:

Fred Hanover 750-7110 fhanover@csusm.edu

Women's Soccer:

Ron Pulvers 750-7112 rpulvers@csusm.edu

Men's Soccer:

Ron Pulvers 750-7112 rpulvers@csusm.edu

Softball:

Kelly Warren 750-7103 kwarren@csusm.edu

Track & Field:

Steve Scott 750-7105 sscott@csusm.edu

Athletic Trainer:

Head Athletic Trainer:

Brian Smith 750-7111 bsmith@csusm.edu

Sports Information Director:

Kyle Trembley 750-7114 ktrembley@csusm.edu

CAMPUS ACADEMIC SUPPORT CONTACT INFORMATION

Academic Advising Services	750-4060	Craven 1300 www.csusm.edu/Academic_Advising
Accounting Lab		Contact College of Business Admin Web: go to CoBA homepage, click on Bachelors Program, then Announcements
Associated Students Inc*	750-4990	COM 207 http://www.csusm.edu/asi/fos/
Educational Opportunity Program	750-4861	Craven 5110 http://www.csusm.edu/SSS_EOP/EOP/
Faculty Mentoring Program	750-4017	Kellogg 2401 fmp@csusm.edu
Learning Assistance Services		www.csusm.edu/LAS
Language Lab	750-8058	University Hall 240 www.csusm.edu/languages/lc
Computer Lab	750-8068	Science Hall 2 241 www.csusm.edu/CCC
Math lab	750-4101	Kellogg 1104 www.csusm.edu/math_lab
Writing Center	750-4168	Kellogg 1103 www.csusm.edu/writing_center
SMART Registration		www.csusm.edu/smartweb
Student Health/Counseling	750-4915 750-4910 750-4911	Health Appts (SMACC Ste. 100) Counseling Appts (SMACC Ste. 100) www.csusm.edu/shs
Student Help Desk	750-6505	www.csusm.edu/CCC
Supplemental Instruction		courses.csusm.edu/SI/

*ASI: The front office is the place where you can get discount tickets to places like Six Flags, Disneyland and Sea World, make copies and send faxes, order posters, get discount cards, balloons and other awesome stuff! The front office of ASI is your first stop for many of the benefits that offered to the students of CSUSM. The front office is also where you can find many of the forms and general information that can be helpful for you. From cashing personal checks, to renting equipment for an on campus event, the front office of ASI is here for you!

YOUR C.A.S.T. PROGRAM COMPONENTS

Campus Email

The ONLY way campus will communicate with you is through your campus email address. If you don't check your campus email but use a personal email account, you need to have your campus emails forwarded to your personal email address. Remember, it is YOUR RESPONSIBILITY to check your EMAIL for important information sent to you by the University and the Athletic Department.

Go to <http://www.csusm.edu/iits/start/stuemail.htm> for more information.

Photo ID

IDs are \$5.00 and can be purchased in Kellogg Library. Go to the Media Library, Room 2100. For questions, you can call 750-4370.

GEL 101 (Freshman Only)

This is an academic strategies and orientation course for all incoming (freshman) student-athletes. It is a required course that you must enroll in during your first or second semester at Cal State University San Marcos. This course will provide you with the tools necessary for academic success.

PE 200

PE 200 is a 1 unit course for intercollegiate competition. You must enroll in PE 200 in order to receive priority registration for an upcoming semester. No PE 200, No Priority Registration.

Grade Checks

Grade reports from Faculty will be conducted during the mid point of every semester. Grade checks are used to determine current academic progress in your courses and to recommend any appropriate support that will enhance your academic standing.

Freshman Requirements

ELM (if required): Pass the ELM test or take and pass Math 51 with a C or higher by the end of your first academic year (fall, spring, or summer).

EPT (if required): Pass the EPT exam or take and pass GEW 101 with a C or higher by the end of your first academic year. Students not earning a C or higher will need to repeat GEW 101.

CCR: Computer Competency Exam. You will need to test out of the 5 areas before the end of your second semester.

The ELM/EPT/CCR requirements **MUST** be completed by the end of your 2nd semester or you will receive a **REGISTRATION HOLD** from the Registration and Records Office.

Please note: Students that do not fulfill remediation requirements at CSUSM by the end of summer will be required to fully remediate off campus before you will be allowed to continue coursework at CSUSM. For more information on remediation requirements, visit Cougar Central, Craven Hall, 3900.

Foreign Language

All students are required to take and pass the third semester in a Foreign Language prior to graduation.

Declaring/ Changing a Major

All students will need to declare a major. You will need to contact the major advisor of your department to fill out the appropriate paper work. Students will be required to meet with their major advisor at least once a semester.

Catalog Rights

A student a Cal State San Marcos may use the catalog when 1) they first enrolled in any California Public Community College or CSU, 2), at the time the student attends Cal State San Marcos, or 3) at the time the student graduates from Cal State San Marcos.

Add/Drop

Adding and dropping classes is conducted during the first 2 weeks of every semester. There are no exceptions. All schedule changes must be completed by the end of the second week of the semester. It is the YOUR responsibility to add/drop courses. Do not expect or rely on Faculty to make a change for you. For more information, visit Cougar Central (3rd Floor of Craven Hall).

Repeating Courses

Course grades of C- or lower can be repeated. Students must submit a Student GPA Adjustment Request Form to Cougar Central after a better grade has been earned. (Students may request GPA adjustments 5 times)

Incompletes

If you earn an incomplete grade, you must make up the course requirements within one calendar year. Students must work with the professor of the course to outline expectations and timelines in order to earn a grade. To apply, you will need to fill out an application with Enrollment Services.

Immunizations

Students have one semester to comply with this CSUSM requirement. A registration hold will be placed on anyone who hasn't submitted proof of immunization to Student Health and Counseling Services (SHCS) prior to the priority registration date. For more information call (SHCS) at (760) 750-4915, or see www.csusm.edu/shcs, and click on Immunization. Students can provide proof to them by:

1. Mail SHCS
 333 S. Twin Oaks Valley Road
 San Marcos, CA 92096-0001
2. Fax 760-750-3181
3. In person Bring proof to the front desk of SHCS
 120 Craven Road, Suite #100
 San Marcos, CA 92096

Compliance and Eligibility

NAIA Rules and Regulations

(Athletic Eligibility Requirements and the “Joy of Paperwork”)

NAIA

We currently belong to the National Association of Intercollegiate Athletics as an independent campus.

Eligibility Forms

All forms will be in a packet called “The Joy of Paperwork.”

Included in this packet will be information on:

- Emergency Notification Information
- Health insurance
- Medical Expense Insurance Limitations
- Medical History Questionnaire
- Pre-Participatory Physical Screening
- Independent Travel
- Drug Education and Screening Program
- Air Travel Waiver
- Request for Authorization to operate a privately owned vehicle
- Athlete Agreement Letter
- NAIA Transfer Eligibility Form (for Transfer Students Only).

Eligibility

You have 10 full-time semesters to compete in NAIA intercollegiate competition. Full-time enrollment consisted of 9 units or more prior to fall 2004, and 12 units or more since fall 2004.

Season of Competition

Any student-athlete that participates in any intercollegiate athletic contest at any point during a season of competition even if the participation is only 1 race, 1 inning, 1 play, or 1 match will have used 1 year of eligibility.

Medical Forms/Insurance

Medical information (New Student Questionnaire and Pre-Participatory Physical) must be filled out prior to ANY official team practice and/or athletic competition. This paperwork is referred to as “The Joy of Paperwork.”

Official Transcripts

You will need to have final official transcripts sent to Cal State University San Marcos (high school or college) before you will be cleared to compete.

Freshman

To be eligible as a first time freshman, you must meet 2 of the following 3 criteria required by the NAIA: 1) a High School GPA of 2.00, 2) SAT score of 860 or ACT composite of 18 or 3) you must have a ranking in the top ½ of your High School graduating class. All freshman who meet 2/3 criteria must also pass at least 9 units during the fall term in order to be eligible for the spring term.

Freshman (continued)

Freshman who are initially ineligible during their first year (2008-09) must pass 24 units during their first year at CSUSM in order to be eligible to compete the next academic year (2009-10).

Units/GPA

You will be required to pass 24 units between your seasons of competition in order to continue competing. A 2.00 or above Campus GPA must be maintained at all times.

Winter Session

If you take a course between the fall and spring terms for eligibility reasons, the official transcript must specifically indicate “winter session” in order to count the units for eligibility.

Repeating Courses

You may repeat a course for eligibility if you did not pass it the first time. You may not count a course for eligibility if you received a grade of D or higher. However, you can use it to improve your GPA.

Off Campus Courses

If you plan to take a course off campus you will need to fill out an “Off Campus Request Form” in the athletic coordinator’s office. You can also check to see if a course is transferable to CSUSM by using www.assist.org.

Amateurism

You must be an amateur, as defined by the NAIA, in the sport(s) in which you participate.

COMPETITIVE EXPERIENCE OUTSIDE INTERCOLLEGIATE ATHLETICS

NAIA rules were changed in 2004 to address competitive experiences after high school graduation and before enrollment at an NAIA institution. The rule’s purpose is to diminish advantages gained through participation outside intercollegiate athletics. The legislation states that a student-athlete shall be charged with a season of competition based on participation in any athletic competition or training for which the participant receives compensation (including remuneration for expenses) after September 1 in the year of high school graduation or the equivalent. If high school graduation or its equivalent cannot be ascertained, age 19 is used as the starting point. For purposes of this rule, no student will be charged more than one season in any 12-month period.

Athletes charged one or more seasons of competition due to the application of this rule also must comply with all other applicable NAIA regulations (e.g., amateur rules, eligibility). To determine if a particular student-athlete is subject to this rule, see the Athletics Coordinator immediately for a Competitive Experience Form.

Participation

This is defined as competing in one or more intercollegiate contests.

Hardships

Hardships deal only with seasons of competition. You will be required to see our Athletic Trainer(s) immediately to document your injury or illness and to begin the hardship request.

ATHLETIC TRAINERS/ATHLETIC INJURIES

Medical Eligibility/Clearance to Participate in Intercollegiate Athletics

A medical physical screening (Pre-Participation Physical) is required at the beginning of each academic year for all student-athletes prior to intercollegiate athletic activity of any kind. It is the coaches' responsibility to ensure that each of his/her athletes have received medical clearance prior to beginning practice.

- All student-athletes are required to submit the following **completed** forms: Insurance Information Form, Medical History Questionnaire, Pre-Participatory Physical Screening (physician's paperwork must state that the athlete is cleared to participate in intercollegiate sports), Medical Expenses Insurance Limitations, Drug Education and Screening Program, Assumption of Risk & Responsibility, Air Travel Waiver, Independent Travel, Athlete Agreement Letter and Confidentiality of Medical Records forms. All medical forms will need to be submitted to athletic personnel at the Cougar Kick-Off (held right before the fall term each August). You must wait for clearance when delivering the completed paperwork. **Incomplete paperwork will not be accepted.**
- Any student-athlete who fails to turn in the requested information by a given deadline will be prohibited from participating until all information is received.
- Any student-athlete who fails the physical screening for any reason will not be permitted to participate in any form of intercollegiate sport until cleared by the team physician.
- Athletes can download the necessary forms from our Athletic Homepage: www.csusm.edu/athletics. Go to Academic Support, find your paperwork and print! Completed forms will be evaluated by the appropriate staff in order to determine clearance for practices and competitions.
- Make sure you update the Head Athletic Trainer with any medical updates and/or changes to your medical insurance.

Injury Prevention Measures

There are several things that a student-athlete can do to prevent injuries from occurring or getting worse.

1. Immediate care of an injury should consist of: ice, compression and elevation of the body part above the heart. An acute injury can be iced for 20 minutes every hour.
2. After practice and games wash all scrapes and cuts with soap and water.
3. Remove all jewelry for practice and games.
4. Take all medication as prescribed by the doctor and take the entire amount. Do not save or share your medication with another student-athlete.

CAMPUS POLICIES

Academic Honesty

Academic Integrity and Quality Education is the responsibility of each student within this University. Cheating and Plagiarism is in connection with an academic program at a campus as listed in Section 41301, Title 5, California Code of Regulations, as an offense for which a student may be expelled, suspended, put on probation or given a less severe disciplinary action.

Probation and Disqualification

Cal State San Marcos students are placed on *probation* when their Campus GPA falls below 2.00.

Cal State San Marcos students are *disqualified* when:

- As a freshman (fewer than 30 semester units completed) they have an overall GPA or a Cumulative Cal State San Marcos GPA below 1.50
- As a sophomore (between 30-59 units) they have an overall or Cumulative Cal State San Marcos GPA below 1.70
- As a junior (between 60-89 units) they have an overall or Cumulative Cal State San Marcos GPA below 1.85
- As a senior (90 or more units) they have an overall or Cumulative Cal State San Marcos GPA below 1.95

Undergraduate students can be *disqualified* at any time if their cumulative GPA falls below 1.00 and it is unlikely that the deficiency will be removed within a reasonable period.

Academic Regulations

For complete information on all Academic Regulations and Campus Policies, please consult your specific catalog year:

2006-2008 Catalog: pages 67-81.

2008-2010 Catalog: pages 73-87.

Student Conduct Code

The University is committed to maintaining a safe and healthy living and learning environment for students, faculty, and staff. Each member of the campus community must choose behaviors that contribute toward this end. Student behavior that is not consistent with the Student Conduct Code is addressed through an educational process that is designed to promote safety and good citizenship and, when necessary, impose appropriate consequences (See page 86 of the current catalog for the complete Student Conduct Code).

Student Responsibilities

Students are expected to be good citizens and to engage in responsible behaviors that reflect well upon their university, to be civil to one another and to others in the campus community, and contribute positively to student and university life.

Unacceptable Student Behaviors Subject to Disciplinary Sanctions

1. Dishonesty, including:
 - Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage.
 - Furnishing false information to a University official, faculty member, or campus office.
 - Forgery, alteration, or misuse of a University document, key or identification instrument.
 - Misrepresenting oneself to be an authorized agent of the University or one of its auxiliaries.
 2. Unauthorized entry into, presence in, use of, or misuse of University property.
 3. Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.
 4. Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.
 5. Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University related activity.
 6. Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed toward a member of the University community.
 7. Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.
 8. Hazing, or conspiracy to haze, as defined in Education Code Sections 32050 and 32051:
 - “Hazing” includes any method of initiation or pre-initiation into a student organization, or any pastime or amusement engaged in with respect to such an organization which causes, or is likely to cause, bodily danger, physical harm, or personal degradation or disgrace resulting in physical or mental harm, to any student or other person attending any school, community college, college, university or other educational institution in this state; but the term “hazing” does not include customary athletic events or other similar contests or competitions.
 - A group of students acting together may be considered a ‘student organization’ for purposes of this section whether or not they are officially recognized. Neither the express or implied consent of a victim of hazing, nor the lack of active participation while hazing is going on is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.
 9. Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.
 10. Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University related activity.
 11. Theft of property or services from the University community, or misappropriation of University resources.
 12. Unauthorized destruction, or damage to University property or other property in the University community.
 13. Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.
 14. Unauthorized recording, dissemination, or publication of academic presentations (including handwritten notes) for a commercial purpose.
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15. Misuse of computer facilities or resources, including:
 - Unauthorized entry into a file, for any purpose.
 - Unauthorized transfer of a file.
 - Use of another's identification or password.
 - Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University Community.
 - Use of computing facilities and resources to send obscene or intimidating and abusive messages.
 - Use of computing facilities and resources to interfere with normal University operations.
 - Use of computing facilities and resources in violation of copyright laws.
 - Violation of a campus computer use policy.
16. Violation of any published University policy, rule, regulation or presidential order.
17. Failure to comply with directions of, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.
18. Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or well-being of members of the University community, to property within the University community, or poses a significant threat of disruption or interference with University operations.
19. Violation of the Student Conduct Procedures, including:
 - Falsification, distortion, or misrepresentation of information related to a student discipline matter.
 - Disruption or interference with the orderly progress of a student discipline proceeding.
 - Initiation of a student discipline proceeding in bad faith.
 - Attempting to discourage another from participating in the student discipline matter.
 - Verbal or physical harassment or intimidation of any participant in a student discipline matter.
 - Failure to comply with the sanction(s) imposed under a student discipline proceeding.
20. Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline.

Application of This Code

Sanctions for the conduct listed above can be imposed on applicants, enrolled students, students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending. Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Article regardless of whether it occurs on or off campus. Nothing in this Code may conflict with Education Code section 66301 that prohibits disciplinary action against students based on behavior protected by the First Amendment.

Procedures for Enforcing This Code

The Chancellor shall adopt procedures to ensure students are afforded appropriate notice and an opportunity to be heard before the University imposes any sanction for a violation of the Student Conduct Code.

Disposition of Fees; Campus Emergency; Interim Suspension

The President of the campus may place on probation, suspend, or expel a student for one or more of the causes in the Student Conduct Code. No fees or tuition paid by or for such student for the semester, quarter, or summer session in which he or she is suspended or expelled shall be refunded. If the student is readmitted before the close of the semester, quarter, or summer session in which he or she is suspended, no additional tuition or fees shall be required of the student on account of the suspension.

During periods of campus emergency, as determined by the President of the individual campus, the President may, after consultation with the Chancellor, place into immediate effect any emergency regulations, procedures, and other measures deemed necessary or appropriate to meet the emergency, safeguard persons and property, and maintain educational activities.

The President may immediately impose an interim suspension in all cases in which there is reasonable cause to believe that such an immediate suspension is required in order to protect lives or property and to insure the maintenance of order. A student so placed on interim suspension shall be given prompt notice of charges and the opportunity for a hearing within 10 days of the imposition of interim suspension. During the period of interim suspension, the student shall not, without prior written permission of the President or designated representative, enter any campus of the California State University other than to attend the hearing. Violation of any condition of interim suspension shall be grounds for expulsion.

TOP 10 TIPS FOR ACADEMIC SUCCESS

1. Go to Class!
2. Use your catalog and know your catalog year for major requirements.
3. Know important dates and deadlines:
 - a. Add/Drop (You are responsible for adding and dropping classes)
 - b. Apply to graduate
 - c. Course Forgiveness Forms
4. Meet with Faculty during their office hours; build a relationship.
5. Communicate with Faculty at the beginning of the semester regarding your travel schedule. Communication must always take place BEFORE leaving on a designated road trip.
6. Use SMARTWEB! It has up to date information you can access immediately like course registration and financial aid.
7. Use our Campus Resources provided by Learning Assistance Services.
8. Meet with your PRIMARY/MAJOR advisor every semester to keep updated on any changes to classes or major requirements.
9. CAMPUS EMAIL!!! USE IT. CHECK IT . . . on a regular basis.
10. Have Fun!! College is a great time in your life!!

SUPPLEMENTAL INSTRUCTION

Supplemental Instruction is provided for several classes that are known to be challenging. These include, but are not limited to: Chem 201, Chem 202, Math 125, Math 160, Psyc 360, Biol 210, Biol 215, Biol 352 and Phys 205.

SI is a series of review sessions led by another student that has previously and successfully completed the course. Days and times for review are established during the first weeks of class, and there are usually 3 review sessions per week.

Please see the CSUSM SI website for more information at <http://courses.csusm.edu/SI>.

MENTORING

Mentoring is designed to assist student-athletes in planning out their semester, organizing their notebook(s) and prioritizing important deadlines. Mentors can offer direction to appropriate campus support services and provide a venue for students to be open about challenges, allowing them to express concerns and frustrations, or seek input on the best course of action.

Mentoring will be available by appointment with the Athletics Coordinator. Students can schedule their appointment during the second second week of each semester. It is important that students keep their scheduled appointments. No-shows will not be tolerated. A third no-show during any semester will result in loss of mentoring privileges and possible sanctions from your Coach. If you must reschedule your appointments, please call ahead when at all possible.

What to purchase:

A 3-ring binder
A notebook

pens, pencils and paper
A day timer or semester organizer

What to Bring to your first Mentor Meeting:

Bring ALL Syllabi from your classes
Bring a day timer/organizer or I will provide you with a semester calendar
Be prepared to assess your skills and abilities
Be prepared to set personal goals
Be prepared to develop a Study Plan

What you will need to bring to every Meeting:

You!
All Class Syllabi
Your day-timer, organizer or calendar
Grade log
Tutor Appointment Log
Dated notes from class

TUTORING

Tutors will be available through various campus resources or departments. You will find contact information under “Campus Academic Support Services” listed on page 8.

Tutoring is important academic component that will assist you before an exam, paper, or assignment. **Don't Wait, Make your Appointment Today!!**

STUDENT RESPONSIBILITIES

1. Students receiving an athletic grant will need to be enrolled in a minimum of 12 units (does not include Math 15 and Math 50) and each student will need to follow the criteria listed on your offer letter to maintain your award.
2. All student-athletes must pass 24 units during the two immediately previous terms of attendance in order to be eligible to compete for another season.
3. Students taking courses off campus must submit to the Athletics Coordinator or the Office of Admissions an official transcript.
4. All student-athletes must be in good academic standing (2.00 GPA).
5. All student-athletes must keep current medical history and medical information on file with the athletic department. Please notify the Head Athletic Trainer IMMEDIATELY with any medical changes.
6. Class attendance is mandatory. If class time will be missed due to competition, students must let faculty know during the first two weeks of the semester.
7. When working with a mentor, student-athletes are expected to bring all required materials to your meeting.
8. Failure to attend a scheduled mentoring meeting will result in a warning the first time, meeting with your coach the second time, and a meeting with the Athletic Director if a third no-show occurs.
9. Student-athletes will be expected to know and complete all admissions requirements including ELM, EPT, and CCR (computer) exams.
10. Student-athletes will be expected to clear all registration holds.
11. Student-athletes will be expected to register for PE 200 every semester. Failure to enroll in this course will result in a loss of priority registration for the subsequent semester.
12. Ask for help. Do not wait until it is too late to get assistance in any area.
13. Students on academic probation (below 2.00 GPA) will be required to meet with the Athletics Coordinator at least one time per week during the semester.
14. Student-athletes on Scholarship and/or Financial Aid will need to deal with their office directly. We strongly encourage you to sign up for Direct Deposit.
15. CONDUCT: What you do on and off the field of competition can impact your education and your athletics. Be Smart, Make Wise Choices!!

SCHOLAR-ATHLETES

Each semester, the athletic department at Cal State University San Marcos will recognize all student-athletes that earn a 3.00 semester GPA or higher for their academic achievements.

In order to qualify as a “Scholar-Athlete” for the semester, a student-athlete must achieve a semester grade point average of 3.00 in courses totaling a minimum of 9 graded units. Those student-athletes who “make the grade” will be recognized.

Cougar Academic Award	3.00 to 3.49
Big Blue Academic Award	3.50 to 3.99
Mangrum Award for Academic Excellence	4.00 GPA

Please note:

Students must have 9 graded units each semester at CSUSM in order to become a recognized Scholar-Athlete.

*On average, 40% of our student-athletes are
SCHOLAR-ATHLETES each semester!*

ACADEMIC CALENDAR

2008-2010

FALL 2008

Aug. 25	First Day of Classes
Sept. 01	Labor Day Holiday--Campus is Closed
Sept. 08	Add/Drop Period ends
Nov. 11	Veteran's Day Holiday—Campus is Closed
Nov. 27-29	Thanksgiving Holiday—Campus is Closed
Dec. 06	Last Day of Classes
Dec. 08-13	Final Examinations
Dec. 18	Grades due from instructors

SPRING 2009

Jan. 20	First Day of Classes
Mar. 30-Apr 4	Spring Break---Campus is closed
May 8	Last Day of Classes
May 9-15	Final Examinations
May 21	Grades due from instructors

SUMMER 2009

June 1	First day of summer classes
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FALL 2009

Aug 31	First day of classes
Nov 26-28	Thanksgiving Holiday
Dec. 14-19	Final Exams

SPRING 2010

Jan. 19	First day of classes
Mar. 29-Apr 3	Spring Break
May 8-14	Final Exams



Student-Athlete Grade Log

Tests, Papers and Assignments	Due Date	Grade	%Grade	Comments
CLASS #1:				
CLASS #2				
CLASS #3				
CLASS #4				
CLASS #5				

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Reading Schedule for the week of _____

Class #1: _____

Class #2: _____

Class #3: _____

Class #4: _____



Student-Athlete Tutoring Log

	Date	Tutor Signature	Comments
CLASS #1:			
CLASS #2			
CLASS #3			
CLASS #4			
CLASS #5			

California State University San Marcos
Student-Athlete Educational Plan

Name _____ Date _____

Major _____

Primary Advisor _____ Faculty Advisor _____

Appointment _____

Fall ____	Units	Spring ____	Units	Summer ____	Units

Fall ____	Units	Spring ____	Units	Summer ____	Units

Fall ____	Units	Spring ____	Units	Summer ____	Units

Fall ____	Units	Spring ____	Units	Summer ____	Units

Primary/Faculty Advisor: Please sign below only to verify that the aforementioned student-athlete has met with you to discuss his/her educational plan. Thank you.

Primary Advisor/Faculty Advisor Signature: _____